

HUMAN RESOURCES AND LABOR NEGOTIATIONS COMMITTEE

HR COMMITTEE MEMBERS PRESENT: Marsik; Duchac, Frohling; Greshay and Schmidt.

Minutes of the regular meeting of the Human Resources and Labor Negotiations Committee of the Dodge County Board of Supervisors held on Tuesday, August 18, 2015 at 9:00 A.M., in meeting room 4C located on the fourth floor of the Administration Building.

ALSO PRESENT: Sarah Eske, Assistant HR Director; Jim Mielke, County Administrator; Brian Field, Highway Commissioner; Shelby Miller, HR Assistant II.

Meeting called to order by Marsik at 9:00 a.m.

Roll call was taken. All members present.

Eske verified that the meeting was noticed in compliance with the Open Meetings Law.

Motion by Greshay to approve the agenda and allow the Chairperson to go out of order to efficiently conduct the meeting. Second by Schmidt. Motion carried.

Marsik asked if anyone present had any public comments. None.

Motion by Duchac to approve the minutes of the August 4, 2015 regular meeting of the Human Resources and Labor Negotiations Committee as presented. Second by Schmidt. Motion carried.

Motion by Schmidt to approve the open session minutes of the August 10, 2015 special meeting of the Human Resources and Labor Negotiations Committee as presented. Second by Duchac. Motion carried.

Motion by Schmidt to approve the closed session minutes of the August 10, 2015 special meeting of the Human Resources and Labor Negotiations Committee as presented. Second by Duchac. Motion carried.

Brian Field informed the committee of the Resolution to abolish two vacant, unfunded, benefited, full-time positions of Equipment Operator in the Dodge County Highway Department and create two new, benefited, full-time positions of Utility II/Truck Driver in the Dodge County Highway Department effective January 1, 2016, that will go before the full County Board this evening. Field explained that State highway funding has increased and he would like to use this funding to repair and maintain highways within the County. He stated that the County has changed the type of equipment used to construct and repair road ways and therefore the number of Equipment Operators that were needed in the past are not needed to complete this work at present time. He stated that the greater need is for Utility II/Truck Drivers. He stated that by funding these positions will also provide more manpower in the winter months for snow plowing. Discussion followed.

Motion by Greshay to approve the Resolution to abolish two vacant, unfunded, benefited, full-time positions of Equipment Operator in the Dodge County Highway Department and create two new, benefited, full-time positions of Utility II/Truck Driver in the Dodge County Highway Department effective January 1, 2016. Second by Frohling. Motion carried.

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The Committee reviewed the Personnel Requisitions. Mielke recommended approval of these requests.

(One) 1 Social Worker 1, II or Senior – F.T.	Human Services & Health Dept.
(One) 1 Utility II – Truck Driver – F.T.	Highway Department
(One) 1 Office Manager – F.T.	Highway Department

Motion by Schmidt to approve the Personnel Requisitions as presented. Second by Duchac. Motion carried.

Leave of Absence: Eske explained that an employee of the Highway Department has requested a leave of absence for his own serious health condition. Eske explained that this employee has not been employed with the County for at least one (1) year and therefore does not qualify for FMLA. Eske stated the employee has medical support.

Motion by Greshay to approve the leave of absence as presented. Second by Frohling. Motion carried.

Eske informed the committee that a tentative meeting has been set up for August 27, 2015 with Hayes regarding the ACA standards/health benefits offered to certain Clearview employees. An update will be given at the September 1, 2015 meeting.

Eske gave the Committee an update on the Kronos Project.

The Committee reviewed the Salary, Wage, and Status changes as presented.

RECLASSIFICATION – UNION: Jason Boeck, Patrol Sergeant, Sheriff's Department, \$30.44, Pay Grade, SSU08, Step 5M42, 08/06/15. NEW HIRE: Brock Walker, Welder, Highway Department, \$21.10, Pay Grade DC06, Step ST02, 08/03/15; James Fredrick, Trail Caretaker, Land Resources & Parks, \$10.61, Pay Grade, MSC06, Step ST01, 08/03/15. LIMITED TERM/SEASONAL: Maia Tienstra, Imaging Intern-LR & P, Land Resources & Parks, \$10.00 Pay Grade, MSC19, Step ST01, 06/15/15. RECLASSIFICATION: Kristine Schefft, HS Supervisor – ADRC/Aging Services, Human Services & Health, \$26.29, Pay Grade, DC09, Step ST01, 08/03/15; Jennifer Scharf, Social Worker II – CPS Ongoing, Human Services & Health, \$22.44, Pay Grade, DC07, Step ST01, 07/16/15; Ashley Schabel, Economic Support Specialist II, Human Services & Health, \$18.59, Pay Grade, DC05, Step ST01, 09/24/15; Jaime Bailey, Counselor II – MH Case Manager-CCS, Human Services & Health, \$20.51, Pay Grade, DC06, Step ST01, 07/25/15; Jeramy Grossman, Communications Sergeant – Relief, Sheriff's Department, \$26.53, Pay Grade, DC07, Step S07B, 08/06/15; Erin A. Wiley, Social Worker I – CPS Investigator-Intake, Human Services & Health Dept., \$20.51, Pay Grade, DC06, Step ST01, 08/17/15; Shelby Miller, Human Resources Assistant II, Human Resources Department, \$17.61, Pay Grade DC04, Step ST03, 06/16/15. STEP INCREASE: Lynn Lothen, Aging & Disability Specialist III, Human Services & Health, \$28.20, Pay Grade, DC07, Step ST10B, 09/28/15; Ann Nagle, Counselor III – Case Manager MH/CCS, Human Services & Health, \$23.08, Pay Grade, DC07, Step ST02, 09/29/15; Erica Lemke, Communications Officer, Sheriff's Department, \$24.96, Pay Grade, DC05, Step ST13B, 07/28/15.

The Committee reviewed the Orientation Period Reports as presented.

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Committee Member Reports: None.

HR Director's Report:

- a) Disciplinary Actions: None.
- b) Grievances and Arbitrations: None.

Future Agenda Items: Discussion and consideration regarding the ACA rules and changes to the Clearview policy regarding health insurance premiums. Upcoming Kronosconference.

Future Meeting Dates and Times:

The next scheduled meetings of the Human Resources and Labor Negotiations Committee are regular meetings on **September 1, 2015 and September 15, 2015 at 9:00 a.m.**, which will be held in room 4C of the Administration Building.

Meeting adjourned by order of the Chair at 9:28 a.m.

 Richard Greshay, Secretary	 Joseph Marsik, Chairperson	<i>Vice Chr.</i>
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Disclaimer: The above minutes may be approved, amended, or corrected at the next committee meeting.